

Dear provider,

Hope this finds you well,

**Re. Request for expressions of interest for the “Work-ready Hub” Service - deadline Wed 18<sup>th</sup> March 2020**

*We are pleased to advise that we have received confirmation of grant funding under the Rough Sleeper Initiative for one-year, from April 2020 to 31<sup>st</sup> March 2021.*

*Due to the short-term nature of this funding and need to mobilise services very quickly, we have permission to follow a quicker contract procedure – apologies that this requires such a quick turnaround for providers and very much appreciate your consideration and ongoing support.*

**Invitation to Quote:**

We’re writing to ask if you would like to submit an expression of interest to provide the Work-ready Hub service.

Please find attached:

- **Service Specification:** 2020-21 Work ready Building Based Service Specification
- **01. Method Statement**
- **02. Pricing Schedule**
- **03. Form of Quotation**
- **LB Ealing Contract Terms and Conditions**

**Summary:**

We are commissioning a building-based service for homeless people with NO or LOW need who are work-ready.

This has been successfully piloted under a similar model since November 2019 using placements in Bed & Breakfasts and floating support.

We are looking for a provider with a building/s that can provide all or part of the 15 beds for 2020-21.

Please note that your cost should include all costs – including the full lease/running costs as you will need to assume no rental or service charge income. However the floating support for clients at this project is commissioned separately (see Specification).

**Submissions & Closing date:**

Please submit your expression of interest to Gill Reavey [ReaveyG@ealing.gov.uk](mailto:ReaveyG@ealing.gov.uk) and [roughsleeping@ealing.gov.uk](mailto:roughsleeping@ealing.gov.uk) by the closing date.

The closing date for submissions is **Wednesday 18<sup>th</sup> March 2020**. Quotations that arrive after the closing date will not be considered by the Council.

Please provide the following as part of your Expression of Interest:

- 1. Method Statement**
- 2. Pricing Schedule**
- 3. Form of Quotation**

**Queries:**

If you have any queries, please email [roughsleeping@ealing.gov.uk](mailto:roughsleeping@ealing.gov.uk) by Friday 13<sup>th</sup> March 2020.

**Supporting Information:**

You are welcome to supply any supporting information that is relevant to your bid, we will be assessing quality and price (as set out below/attached).

**Evaluation:**

The Council is seeking the most economically advantageous quotation based on the criteria/weightings set out below.

The following criteria will be used to evaluate the Quotes:

- **Quality Assessment: 75%**
  - **Value for money: 25%**
- Total 100%

**Quality Assessment 75%**

Question	Title	Scoring Methodology /Weighting
	<b>Method Statement</b>	<b>75 %</b>
1.	Service Delivery	35%
2.	Mobilisation Plan	25%
3.	Management Information	5%
4.	Training Policy & Procedures	5%
5.	Social Value & London Living Wage	5%

**Value for Monday assessment – 25%**

The scoring for the value for money assessment will be awarded from the available 25% weighting of this section.

This will be based on what you can provide for the total cost submitted in your pricing schedule.

**Submissions for part delivery of the service:**

We will consider expressions of interest in delivering part of the Service – either as a reduced service or with a later start date.

If you are quoting for part of the programme, please clearly provide anticipated volumes committed for each element.

This has also been published on Contracts Finder:

Contracts Finder notice reference URL:

<https://www.contractsfinder.service.gov.uk/Notice/e93e1979-5cac-4eb8-bd80-9ca9626a06fd>

We look forward to hearing from you,

Yours,

Elizabeth Ursell  
Rough Sleeper Borough Coordinator

Perceval House, 14-16 Uxbridge Road, London W5 2HL

Email: [UrsellE@ealing.gov.uk](mailto:UrsellE@ealing.gov.uk) Tel: 020 8825 5732

**For Client related emails or referrals:** [RoughSleeping@ealing.gov.uk](mailto:RoughSleeping@ealing.gov.uk)